

BOARD OF SELECTMEN
September 20, 2004
Meeting Hall – Town Hall

SELECTMEN PRESENT: Dennis Frawley, Dennis Milanovich, A. Leo Miller and Nancy Way

SELECTMEN ABSENT: Peter Charter, Mark Leighton and Michael Stupinski

OTHERS PRESENT: Finance Officer: N. DiCorleto; Public Works Director: P. Michaud;
Building Official: P. Williams; WPCA Administrator: P. Lombardo;
Ellington Public Schools Technology Coordinator: J. Mercier

PUBLIC HEARING – PROPOSED REFUSE USER FEE

First Selectman Milanovich opened the public hearing at 7:31 p.m. and read the legal notice.
He asked for comments from the public.

Hearing no comments, Mr. Milanovich closed the Public Hearing at 7:32 p.m.

I. CALL TO ORDER:

First Selectman Milanovich called the meeting of the Board of Selectman (BOS) to order at 7:33 p.m.

II. CITIZENS' FORUM: No one came forward.

III. APPROVAL OF MINUTES:

A. August 16, 2004 Special Town Meeting:

MOVED (WAY), SECONDED (FRAWLEY) AND PASSED UNANIMOUSLY, BY THOSE
PRESENT, TO APPROVE THE AUGUST 16, 2004 SPECIAL TOWN MEETING MINUTES.

B. August 16, 2004 Board of Selectmen Meeting:

MOVED (WAY), SECONDED (FRAWLEY) AND PASSED UNANIMOUSLY, BY THOSE
PRESENT, TO APPROVE AUGUST 16, 2004 BOARD OF SELECTMEN REGULAR MEETING
MINUTES.

IV. UNFINISHED BUSINESS:

MOVED (FRAWLEY), SECONDED (MILLER) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO ADD TO UNFINISHED BUSINESS ITEM (D), *ESTABLISH AD HOC COMMITTEE FOR PRESERVATION OF PINNEY HOUSE* & (E) *PRESERVATION OF THE PINNEY HOUSE ARCHITECTURAL STUDY*.

A. STEAP Grant – Sewer Extension Project

Pam Lombardo asked the BOS if they had any questions regarding this project. She noted that she made a formal presentation on this project last year. Ms. Way asked how long the project would take. Ms. Lombardo estimated it would take 4 months, depending on when the project starts and the weather.

MOVED (FRAWLEY), SECONDED (WAY) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO ADOPT THE FOLLOWING RESOLUTION:

RESOLVED, that the Board of Selectmen recommends that the Town of Ellington appropriate \$2,000,000 for design, construction and installation of sanitary sewer facilities to service the Airport Area as defined in the 1998 Update to the Hockanum Sewer Service Area prepared by the Ellington Planning and Engineering Departments, including construction of dual force mains along State Highway Route 83 (Somers Road) and Meadow Brook Road, gravity sewers on Meadow Brook Road, Industrial Park Road and various rights of way behind the industrial properties on Route 83, a pumping station on Meadow Brook Road, and related appurtenances and improvements, substantially in accordance with the plan entitled "Key Plan, Proposed Sanitary Sewers, Hockanum Sewer Service Area, Airport Area, Somers Road – Route 83, Meadow Brook Road, Ellington, Connecticut" prepared by Buck & Buck LLC, Engineers, Hartford, Connecticut and dated 9/24/02, revised 6/30/03; and related appurtenances and improvements; and that the Town issue bonds, notes or other obligations, temporary notes or interim funding obligations and sewer assessment notes in an amount not to exceed \$2,000,000 to finance the appropriation. A portion of the appropriation shall be applied to reimburse the Sewer Authority Enterprise Fund for expenditures on the project as approved by the Water Pollution Control Authority at meeting held May 20, 2003.

FURTHER RESOLVED, that the Board of Selectmen hereby authorizes the First Selectman to call a special town meeting to be held at Ellington Town Hall, 55 Main Street in Ellington, Connecticut, on Monday, October 18, 2004 at 7:15 p.m. to act upon the above recommendations concerning Ellington Airport area sanitary sewers.

B. Crystal Lake Fire House Meeting Hall:

Mr. Milanovich stated that he received feedback from the Building Official and the Fire Marshal indicating that they were reluctant to comment on code compliance, citing statutory restraints. No action was taken on this item.

C. Design Review Board Administration – July 21, 2004 Memo from Town Planner

Discussion on this item was tabled to later in the meeting to allow the Town Planner to attend.

D. Establish Ad Hoc Committee for Preservation of Pinney House

Mr. Milanovich stated that the Fire Department has requested that they have representation on the Ad Hoc Committee for the Preservation of the Pinney House as plans for the house include providing space for a new fire house.

MOVED (FRAWLEY), SECONDED (MILLER) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO AMEND THE RESOLUTION RELATING TO THE ESTABLISHMENT OF AN AD HOC COMMITTEE FOR THE PRESERVATION OF THE PINNEY HOUSE ADOPTED AT THE JULY 19, 2004 MEETING OF THE BOARD OF SELECTMEN BY CHANGING THE MEMBERSHIP OF THE COMMITTEE TO CONSIST OF SIX MEMBERS INSTEAD OF FIVE MEMBERS.

E. Preservation of the Pinney House Architectural Study.

Mr. Milanovich stated that the BOS prematurely asked for BOF support regarding the architectural study for the preservation of the Pinney House. He suggested the BOS move forward to investigate the possibilities for the Pinney House, using funds from the Engineering Account, and to bring to the BOF at a later date.

MOVED (FRAWLEY), SECONDED (MILLER) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO AMEND THE RESOLUTION RELATING TO APPROVING AN ADDITIONAL APPROPRIATION OF \$5,000 TO CONDUCT AN ARCHITECTURAL STUDY FOR THE PINNEY HOUSE ADOPTED AT THE AUGUST 16, 2004 MEETING OF THE BOARD OF SELECTMEN BY STRIKING OUT THE LAST PHRASE, *PENDING BOARD OF FINANCE APPROVAL*.

V. NEW BUSINESS:

MOVED (FRAWLEY), SECONDED (MILLER) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO ADD UNDER NEW BUSINESS, ITEM R. SET TOWN MEETING DATE AND ITEM S. WAIVE BID FOR CRYSTAL LAKE FIRE HOUSE FURNACE REPLACEMENT.

A. Tax Refunds/Abatements:

MOVED (FRAWLEY), SECONDED (MILLER) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO APPROVE THE TAX REFUNDS IN THE AMOUNT OF \$8,025.74, AND TAX ABATEMENT IN THE AMOUNT OF \$17.12, AS RECOMMENDED BY THE TAX COLLECTOR IN THE REFUNDS/ ABATEMENTS STATEMENT.

B. Set Trash Collection Fee:

MOVED (FRAWLEY), SECONDED (MILLER) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, THAT EACH RESIDENTIAL UNIT OWNER BE CHARGED A FEE OF \$88 FOR THE SOLID WASTE COLLECTION SERVICES FOR THE PERIOD JULY 1, 2004 TO JUNE 30, 2005 INCLUSIVE, PURSUANT TO SECTION VIII.a.5 OF THE SOLID WASTE COLLECTION ORDINANCE ADOPTED JUNE 21, 1993 BY THE TOWN MEETING AND AS AN EMERGENCY ORDINANCE BY THE BOARD OF SELECTMEN; AND

THAT THE TAX COLLECTOR IS HEREBY DIRECTED TO ISSUE A BILL IN THE ABOVE AMOUNT TO EACH RESIDENTIAL UNIT OWNER DUE NOVEMBER 1, 2004, WITH NO INTEREST IF PAID ON OR BEFORE NOVEMBER 30, 2004; THEREAFTER INTEREST

SHALL BE CHARGED AT THE LEGAL RATE OF 10% OR .833% PER MONTH FROM DECEMBER 1, 2004, OR PORTION THEREOF, UNTIL PAID; AND

IF THE TAX COLLECTOR DETERMINES THAT THE RESIDENTIAL UNIT WAS NOT OCCUPIED AND DID NOT USE SOLID WASTE COLLECTION FOR A CONSECUTIVE PERIOD OF SIX MONTHS, THE TAX COLLECTOR IS AUTHORIZED TO REDUCE THE BILL BY \$44 FOR EACH SUCH SIX-MONTH PERIOD; NO REDUCTION IS AUTHORIZED FOR PERIODS LESS THAN SIX MONTHS OR DELINQUENT REFUSE ACCOUNTS; AND

THE TAX COLLECTOR SHALL PRORATE ANY NEW RESIDENTIAL UNITS BASED UPON THE NUMBER OF MONTHS, OR PORTION THEREOF, THE UNITS ACTUALLY USED THE SOLID WASTE COLLECTION, OR WAS OCCUPIED; AND

TO AUTHORIZE THE TAX COLLECTOR TO MAKE ADJUSTMENTS ON CHANGES OF OWNERSHIP OF RESIDENTIAL UNITS THAT HAVE OCCURRED IF THE NEW OWNER IS BEING BILLED FOR A PERIOD OF TIME THAT THE PREVIOUS OWNER HAD NOT BENEFITED FROM SUCH SERVICE; AND

TO AUTHORIZE THE TAX COLLECTOR TO TURN OVER TO A COLLECTION AGENCY ACCOUNTS FOR THE NOVEMBER 2004 BILLING WHICH HAVE BEEN OUTSTANDING FOR SIX MONTHS. THE COLLECTION FEE WILL BE ADDED TO THE DEBTOR BILLS AS AUTHORIZED BY STATE STATUTE.

C. Conservation Commission Status – Sean Costello, Chairman

This item was tabled to the October 18, 2004 meeting.

D. Winterfest Committee – Request to Use Town Green:

MOVED (FRAWLEY), SECONDED (MILLER) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO GRANT THE REQUEST OF THE CULTURAL ARTS WINTERFEST COMMITTEE (CAWC) AS FOLLOWS: THE CAWC MAY USE THE TOWN GREEN ON DECEMBER 4, 2004 FOR THE WINTERFEST EVENT FROM 3:00 P.M. TO 6:00 P.M. WHICH INCLUDES SET UP AND CLEAN UP; CHURCH STREET SHALL BE CLOSED DURING WINTERFEST HOURS; THE TOWN HALL AND ANNEX PARKING LOTS MAY BE UTILIZED DURING THE WINTERFEST FOR PATRON PARKING.

E. Re-establish Ad Hoc Drug Free Graduation Party Committee:

MOVED (FRAWLEY), SECONDED (WAY) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO RE-ESTABLISH THE AD HOC SUBSTANCE FREE GRADUATION PARTY COMMITTEE FOR ONE YEAR TO SEPTEMBER 30, 2005.

F. Re-establish Ad Hoc Drug Abuse Prevention Council:

&

G. Re-establish Ad Hoc Youth Services Advisory Board:

MOVED (FRAWLEY), SECONDED (MILLER) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO RE-ESTABLISH THE AD HOC DRUG ABUSE PREVENTION COUNCIL AND THE AD HOC YOUTH SERVICES ADVISORY BOARD FOR ONE YEAR TO AUGUST 31, 2005.

- H. Information Technician Support:
- &
- O. Computer Service and Maintenance Contract:

The BOS addressed items H. & O. together. Mr. Milanovich explained that the computer service and maintenance contract with Fuss & O'Neill will expire soon and asked the BOS to consider an offer he received from John Mercier, Technology Coordinator for Ellington Public Schools. Mr. Mercier's proposal is to provide technology support on "off hours" and on emergency basis at \$45.00 per hour, estimated at 10 hours per week. Mr. Milanovich noted that the Town would continue to contract with Fuss & O'Neil as a backup. He feels this plan would allow the Town to start taking closer control of its information technology and eventually provide in-house staff for the position.

Mr. Miller expressed concern with two different vendors working on the computer system. He also stated that it may be premature to change vendors at this time as the Town should have all updates done first. Mr. DiCorleto stated that Fuss & O'Neill has provided excellent service and work on the Town's computer system. They have been very responsive in dealing with our service calls, recommending improvements and enhancements that have allowed the system to continue operating well. He also noted that they are Microsoft certified and insured. Mr. Frawley stated that when Fuss & O'Neill took over the contract a lot of work needed to be done and now we just have ongoing maintenance. Nick disagreed, noting that enhancements still need to be done in the Assessor's and Finance Offices.

John Mercier stated that the Town would benefit monetarily and technologically with his services. Ms. Way asked if Mr. Mercier was Microsoft certified. Mr. Mercier responded no. Mr. Milanovich stated that Mr. Mercier's offer is worthy of consideration as it will lower operating expenses and begin to build an internal information technology position.

Mr. DiCorleto questioned what hours Mr. Mercier would be available to the Town. Mr. Mercier stated that he was proposing 7:00 a.m. – 9:00 a.m. Mr. Michaud questioned if Mr. Mercier could be employed with the Board of Education and subcontract with the Town. He felt it may be a conflict. Mr. Milanovich suggested negotiating with the Superintendent of Schools regarding a shared information technology position.

MOVED (FRAWLEY), SECONDED (MILLER) AND FAILED [IN FAVOR: MILANOVICH; OPPOSED: FRAWLEY/MILLER/WAY] TO APPOINT JOHN MERCIER AS INFORMATION TECHNICIAN FOR THE TOWN OF ELLINGTON TO PROVIDE TECHNOLOGY SUPPORT AT A RATE OF \$45 PER HOUR FOR APPROXIMATELY 10 HOURS PER WEEK FOR A PERIOD OF ONE YEAR, EFFECTIVE SEPTEMBER 27, 2004.

MOVED (FRAWLEY), SECONDED (WAY) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO RENEW THE CONTRACT FOR THE TOWN'S COMPUTER SERVICE AND MAINTENANCE WITH FUSS & O'NEILL TECHNOLOGIES, LLC FOR AN ADDITIONAL YEAR TO NOVEMBER 30, 2005.

- I. Resolution: Agreement between State of CT & Town of Ellington for Sharing Cost of Revision of Traffic Control Signal:

MOVED (FRAWLEY), SECONDED (MILLER) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO ADOPT THE FOLLOWING RESOLUTION:

BE IT HEREBY RESOLVED THAT DENNIS C. MILANOVICH, FIRST SELECTMAN OF THE TOWN OF ELLINGTON, IS AUTHORIZED TO EXECUTE AN AGREEMENT BETWEEN THE STATE OF CONNECTICUT AND THE TOWN OF ELLINGTON FOR SHARING THE COST OF THE REVISION OF A TRAFFIC CONTROL SIGNAL AT THE INTERSECTION OF ROUTE 83 AT LOWER AND MIDDLE BUTCHER ROADS IN THE TOWN OF ELLINGTON – STATE PROJECT # 47-114.

J. Position Upgrade Request from Director of Public Works re: L. Descheneaux:

MOVED (FRAWLEY), SECONDED (MILLER) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO UPGRADE LEONARD DESCHENEUX, WPCA CREW CHIEF, TO THE POSITION OF ASSISTANT WORKING FOREMAN (WPCA), EFFECTIVE SEPTEMBER 27, 2004 AT AN HOURLY RATE OF \$25.50, AS RECOMMENDED BY THE DIRECTOR OF PUBLIC WORKS.

K. Position Upgrade Request from Director of Public Works re: J. Suchecki:

MOVED (FRAWLEY), SECONDED (WAY) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO UPGRADE JASON SUCHECKI, LABORER II, TO THE POSITION OF MAINTAINER I EFFECTIVE SEPTEMBER 27, 2004 AT AN HOURLY RATE OF \$21.58, AS RECOMMENDED BY THE DIRECTOR OF PUBLIC WORKS.

L. Grant Permanent Status – K. Michaud, Administrative Secretary II – Planning Department:

MOVED (FRAWLEY), SECONDED (WAY) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO GRANT PERMANENT STATUS TO KRISTIN MICHAUD, ADMINISTRATIVE SECRETARY II FOR THE PLANNING DEPARTMENT, AS RECOMMENDED BY THE TOWN PLANNER.

M. New Town Office Hours – Review

Mr. Milanovich stated that in May the BOS approved the new hours for Town offices and agreed to review them in September. He reported that all offices tracked the number and nature of calls received after 1:30 p.m. on Fridays. No calls were reported as urgent or important and most of the information they were seeking will now be available on the new website. Mr. Milanovich stated that the new hours greatly reduced comp time which is a financial liability to the Town.

Mr. Miller stated that from a customer service standpoint the new schedule is a mistake. He suggested considering flex time vs. comp time when the union contracts are negotiated.

N. Waive Land Use Department Permit Fees – Ellington Football League:

MOVED (FRAWLEY), SECONDED (MILLER) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO WAIVE THE LAND USE DEPARTMENT PERMIT FEES FOR THE ELLINGTON FOOTBALL LEAGUE PROJECT TO CONSTRUCT AND ERECT A STORAGE FACILITY AT BROOKSIDE PARK, WHICH WILL BE DONATED TO THE TOWN UPON COMPLETION.

P. Budget Execution FY 2004-05 Amendment:

MOVED (FRAWLEY), SECONDED (MILLER) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO APPROVE THE AMENDED BUDGET EXECUTION PLAN FOR FISCAL YEAR 2004-05, AS PREPARED BY THE FINANCE OFFICER.

Q. Recommendation of Vendor – Needs Assessment Sr. Housing/Social Services:

Mr. Milanovich explained that the Human Services Commission Subcommittee requested and reviewed proposals to study the need for additional senior housing and social services and selected Braceland Center for Mental Health and Aging. He noted that the work will be funded through the Housing Authority Revolving Fund.

MOVED (FRAWLEY), SECONDED (MILLER) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO APPROVE THE BRACELAND CENTER FOR MENTAL HEALTH AND AGING FROM HARTFORD CONNECTICUT, AS THE VENDOR TO COMPLETE THE NEEDS ASSESSMENT FOR SENIOR HOUSING AND SOCIAL SERVICES FOR AN AMOUNT NOT TO EXCEED \$22,000, AS RECOMMENDED BY THE HUMAN SERVICES COMMISSION.

R. Set Town Meeting Date

MOVED (FRAWLEY) SECONDED (WAY) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO SET A SPECIAL TOWN MEETING OF THE ELECTORS AND CITIZENS QUALIFIED TO VOTE IN TOWN MEETINGS OF THE TOWN OF ELLINGTON, CONNECTICUT, WILL BE HELD ON MONDAY, OCTOBER 18, 2004 AT 7:15 P.M. FOR THE PURPOSE TO DISCUSS AND VOTE UPON THE RESOLUTION REGARDING THE ELLINGTON AIRPORT AREA SANITARY SEWERS PROJECT.

S. WAIVE BID FOR CRYSTAL LAKE FIRE HOUSE FURNACE REPLACEMENT:

Mr. Michaud requested that the BOS waive the bid requirement for the Crystal Lake Fire House furnace replacement and award the contract to Homestead Fuel. He explained that Homestead Fuel did the conversions with the fuel tanks and did provide the lowest estimate. In addition, he would like to start the project now before the heating season begins.

MOVED (WAY), SECONDED (FRAWLEY) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO WAIVE THE BID REQUIREMENT FOR THE CRYSTAL LAKE FIRE HOUSE FURNACE REPLACEMENT AND TO AWARD THE CONTRACT TO HOMESTEAD FUEL.

VI. ADMINISTRATIVE REPORTS: So noted.

B. Finance Officer

1. Presentation at Lake Tahoe Conference

Mr. DiCorleto reported on the conference he attended at Lake Tahoe. He noted that it was a worthwhile experience.

F. Public Works Director

Mr. Michaud stated that the Congregational Church has asked for assistance in refurbishing the guard rails on the Town Green. With the BOS approval, he will offer to disassemble and then reassemble the guard rails after their vendor has sandblasted and painted them. By consensus, the BOS granted approval for the DPW to assist the Congregational Church with refurbishing the guard rail around the Town Green. Work to be scheduled at the discretion of the Public Works Director.

VII. SELECTMEN COMMITTEE REPORTS:

A. Personnel Committee

1. Resignations:

MOVED (MILLER), SECONDED (FRAWLEY) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO ACCEPT THE RESIGNATION OF SHEILA FRAWLEY FROM THE HALL MEMORIAL LIBRARY BOARD OF DIRECTORS.

2. Recommended Appointments:

MOVED (FRAWLEY), SECONDED (MILLER) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO APPOINT DARLENE SUTTON, HELEN FILLORAMO AND JOE LESLIE TO THE AD HOC COMMITTEE TO STUDY ADDITIONAL TAX RELIEF FOR THE ELDERLY/DISABLED TO SEPTEMBER 30, 2005.

MOVED (FRAWLEY), SECONDED (MILLER) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO APPOINT THOMAS BERUBE TO THE HOUSING AUTHORITY TO FILL AN UNEXPIRED REPUBLICAN TERM TO JUNE 30, 2008.

MOVED (FRAWLEY), SECONDED (MILLER) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO REAPPOINT NANCY LEMEK AS LAND RECORDS INSPECTOR FOR A ONE-YEAR TERM TO SEPTEMBER 30, 2005.

MOVED (FRAWLEY), SECONDED (MILLER) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO APPOINT MIRIAM UNDERWOOD TO THE HALL MEMORIAL LIBRARY BOARD OF DIRECTORS TO FILL AN UNEXPIRED DEMOCRATIC TERM TO DECEMBER 5, 2005.

MOVED (FRAWLEY), SECONDED (MILLER) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO REAPPOINT ARLO HOFFMAN AS AN ALTERNATE MEMBER OF THE PLANNING & ZONING COMMISSION FOR A TWO-YEAR TERM TO SEPTEMBER 30, 2006.

MOVED (FRAWLEY), SECONDED (MILLER) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO APPOINT GARY FELDMAN TO THE AD HOC COMMITTEE FOR THE PRESERVATION OF THE PINNEY HOUSE TO JULY 31, 2005.

The BOS returned to UNFINISHED BUSINESS, C.

IV. UNFINISHED BUSINESS

C. Design Review Board Administration – July 21, 2004 Memo from Town Planner

The Town Planner was not available to discuss this item as the Inland Wetlands Agency meeting was still in session at this time. Mr. Milanovich referenced letters received from the EDC and from Kenneth LaForge, Chairman, Design Review Board. This item was tabled.

Mr. Milanovich will contact the Land Use Commission Chairmen to ask them to consider moving their meetings to a night other than Monday, which will allow BOS members and Land Use Commission members to interact.

VIII. SELECTMEN LIAISON REPORTS: None.

IX. FIRST SELECTMAN'S REPORT:

Mr. Milanovich stated that the BOS Special Meeting on September 27, 2004 re: Build Out Analysis conflicts with the PZC Regular Meeting. By consensus, the BOS cancelled the September 27, 2004. The meeting will be rescheduled to a date convenient to all concerned.

X. CORRESPONDENCE:

MOVED (WAY), SECONDED (FRAWLEY) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO ADD ITEM (D) *9/17/04 MEMO FROM EDC re DESIGN REVIEW BOARD* AND ITEM (E) *9/20/04 LETTER FROM KENNETH LaFORGE, CHAIRMAN, DESIGN REVIEW BOARD TO CORRESPONDENCE*.

- A. 8/19/04 – Thank-you note from Cindy Boscarino, Snipsic Village Services Coordinator: So noted.
- B. 8/30/04 – Memo from Town Planner, “Design Review Guide”: Tabled to October 18, 2004.
- C. 9/08/04 – Thank-you letter from James Josephiac to Superintendent of Schools: So noted.
- D. 9/17/04 – Memo from EDC re: Design Review Board: Tabled to October 18, 2004.
- E. 9/20/04 – Letter from Kenneth LaForge, Chairman, Design Review Board: Tabled to October 18, 2004.

XI. ADJOURNMENT:

MOVED (WAY), SECONDED (FRAWLEY) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO ADJOURN THE MEETING OF THE BOARD OF SELECTMEN AT 9:22 P.M.

Submitted by _____ Approved by _____